

ATTACHMENT D

INDIVIDUAL SWMP CONTENTS

Pursuant to Requirement E.1.a. of tentative Order No. R9-2004-001, each Permittee shall develop an Individual SWMP that describes their specific urban runoff management programs and activities that will be implemented to comply with the Order. An individual SWMP that addresses the items listed below would provide a complete description of the programs and activities the Permittee plans to implement to comply with the Order and to reduce pollutants in urban runoff to the MEP. In the event that a specific component is not applicable to a Permittee, the Permittee shall provide an explanation of non-applicable programs with the SWMP submittal and does not need to provide the information requested below in that particular section of their Individual SWMP.

1. Administrative and Legal Procedures

- a) Identification of all departments within the jurisdiction that conduct urban runoff related activities, and their roles and responsibilities under the Order. Include an up to date organizational chart specifying these departments and key personnel;
- b) Citation of urban runoff related ordinances and the reasons they are enforceable;
- c) Identification of the local administrative and legal procedures available to mandate compliance with urban runoff related ordinances and therefore with the conditions of the Order;
- d) Description of how these ordinances are implemented and appealed; and
- e) Description of whether the Permittee can issue administrative orders and injunctions or if it must go through the court system for enforcement actions.

2. Development Planning (Section F)

- a) A description of the water quality and watershed protection principles that have been or will be included in the Permittee's General plan, and a time schedule where modifications are planned, if applicable;
- b) A description of the development project approval process and how it ensures that urban runoff from new development and significant redevelopment will be reduced to the MEP, that post-development runoff volumes and velocities will be controlled, and that receiving water quality objectives will not be violated throughout the life of the project;
- c) A final SUSMP document that meets the requirements specified in Section F.2.b. of the Order, and a copy of the ordinance (amended or new) that gives the Permittee the authority to implement and enforce the SUSMP. The SUSMP may be submitted under separate cover as an attachment to the SWMP;
- d) A description of the Permittee's current environmental review process and how it addresses impacts to water quality and appropriate mitigation measures. If the Permittee plans to modify the process during the permit term, a time schedule for modifications shall be included;
- e) A description of education efforts related to development and how they will be implemented; and
- f) A description of the measurable goals that will be used to assess the effectiveness of this program component.

3. Construction Component (Section G)

- a) A description of which pollution prevention methods will be required for implementation, and the steps that will be taken to ensure implementation;
- b) Updated grading ordinances, including adequate enforcement mechanisms;

- c) A description of the modified construction and grading approval process;
- d) Updated construction and grading project requirements in local grading and construction permits;
- e) A completed inventory of all construction sites;
- f) A list and description of minimum BMPs that will be implemented, or required to be implemented;
- g) A description of the steps that will be taken to ensure the implementation of prescribed BMPs at all construction sites;
- h) A description of planned inspection frequencies;
- i) A description of inspection procedures;
- j) A description of enforcement mechanisms and steps that will be used;
- k) A description of the construction education program and how it will be implemented; and
- l) A description of the measurable goals that will be used to assess the effectiveness of this program component.

4. Municipal Component (Section H.1)

- a) A description of which pollution prevention methods will be required for implementation, and the steps taken to ensure implementation;
- b) A completed inventory of all municipal facilities and activities;
- c) A description of which BMPs will be implemented, or required to be implemented, for municipal facilities and activities;
- d) A description of steps that will be taken to ensure the implementation of prescribed BMPs at municipal facilities and activities;
- e) A description of municipal maintenance activities and schedules;
- f) A description of the management strategy for pesticides, herbicides, and fertilizer use;
- g) A description of inspection procedures;
- h) A description of enforcement mechanisms and how they will be used; and
- i) A description of the measurable goals that will be used to assess the effectiveness of this program component.

5. Industrial/Commercial Facilities Component (Section H.2)

- a) A description of which pollution prevention methods will be required for implementation, and the steps that will be taken to ensure implementation;
- b) A completed and prioritized inventory of all industrial/commercial facilities that could contribute a significant pollutant load to the MS4;
- c) A list of minimum BMPs that will be implemented, or required to be implemented, for each facility type or pollutant-generating activity;
- d) A description of the steps that will be taken to ensure the implementation of prescribed BMPs at industrial/commercial facilities, including notification procedures;
- e) A description of inspection procedures;
- f) A description of enforcement mechanisms and how they will be used;
- g) A description of training efforts; and
- h) A description of the measurable goals that will be used to assess the effectiveness of this program component.

6. Residential Component (Section H.3)

- a) A description of which pollution prevention methods will be encouraged for implementation, and the steps that will be taken to encourage implementation;
- b) A list BMPs will be implemented, or required to be implemented, for high priority residential activities;
- c) A description of the steps that will be taken to ensure the implementation of prescribed BMPs for high priority residential activities;
- d) A description of enforcement mechanisms and how they will be used; and
- e) A description of the measurable goals that will be used to assess the effectiveness of this program component.

7. Education Component (Section I)

- a) A description of the content, form, and frequency of education efforts for each target community; and
- b) A description of the measurable goals that will be used to assess the effectiveness of the public education program.

8. Illicit Discharge Detection and Elimination Component (Section J)

- a) A description of the program to actively seek and eliminate illicit discharges and illicit connections;
- b) A dry weather monitoring program, in accordance with the Monitoring and Reporting Program, to be conducted to detect illicit discharges and illicit connections;
- c) A description of investigation and inspection procedures to follow up on dry weather monitoring results or other information which indicate potential for illicit discharges and illicit connections;
- d) A description of procedures to promptly eliminate detected illicit discharges and illicit connections;
- e) A description of enforcement mechanisms and how they will be used;
- f) A description of the mechanism to receive notification of spills;
- g) A description of efforts to facilitate public reporting of illicit discharges and connections, including a public hotline;
- h) A description of efforts to facilitate proper disposal of used oil and other toxic materials; and
- i) A description of measurable goals that will be used to assess the effectiveness of this program component.

9. Public Participation Component (Section E.3)

A description of how public participation will be included in the development and implementation of the each Permittee's Individual SWMP.

10. Assessment of Individual SWMP Effectiveness Component

As part of its Individual SWMP, each Permittee shall develop a long-term strategy for assessing the effectiveness of its Individual SWMP. The long-term assessment strategy shall, at a minimum, include the following:

- a) An assessment of the progress towards meeting the measurable goals identified in each program component;
- b) An assessment of dry weather and receiving water monitoring data; and
- c) An assessment of overall program effectiveness.

11. Fiscal Analysis Component

Each Permittee shall secure the resources necessary to meet the requirements of the Order. As part of its Individual SWMP, each Permittee shall describe and analyze the necessary capital and operation and maintenance expenditures necessary to accomplish the activities required in the Order, and a description of the source of funds the Permittee proposes to use to meet those expenditures.

12. Fire Fighting

A description of a program to reduce pollutants from non-emergency fire fighting flows identified by the Permittee to be significant sources of pollutants.